

## **PUBLIC HEARING – NOVEMBER 21, 2016**

Mayor Grenier opened the duly scheduled and advertised Public Hearing at approximately 8:00 p.m. to hear comments on the following subject matters:

A public hearing was opened on Resolution 2016-32 authorizing an application for \$5,110.84 grant for the Homeland Security Exercise & Evaluation Program (HSEEP). No comments were presented and Mayor Grenier closed this portion of the public hearing.

A public hearing was opened on Resolution 2016-33 authorizing and application for SAG for \$3,337,895.37 for Wastewater Phase 2 upgrade. No comments were presented and Mayor Grenier closed this portion of the public hearing.

A public hearing was opened on Resolution 2016-34 authorizing an application to FAA & NHDOT for \$276,450 for Airport Capital Improvement Project. No comments were presented and Mayor Grenier closed this portion of the public hearing.

Mayor Grenier asked for comments from the public; with none presented, the public hearing on the subject matters above closed at 8:03 p.m.

## **CITY COUNCIL MEETING – Monday, November 21, 2016**

Mayor Grenier called the Regular City Council Meeting to order at approximately 8:03 p.m. in the City Hall Council Chambers. The pledge of allegiance to the flag preceded roll call. Present: Councilors Remillard, Otis, Morgan Allain, Higbee, Rozek, Nelson, Gentili and Theberge. Also present: James Wheeler, Susan Tremblay and Barbara Tetreault

### **Minutes, Previous Meeting**

Councilor Remillard moved with a second by Councilor Otis to accept the minutes of the November 17 Regular Meeting/Work Session as well as the November 14 Work Session. So moved, the motion carried.

### **Disbursements:**

Disbursement Summary Draft #1777 start date 11/08/2016 end date 11/21/2016 for a total cash disbursement of \$766,599.11. Councilor Theberge moved with a second by Councilor Nelson to accept the disbursement summary and pay all bills as recommended by the Committee on Accounts/Claims. So moved, the motion carried.

**PUBLIC COMMENTS** – There were none.

### **UNFINISHED BUSINESS**

1. Council Committee Reports – There was none.
2. Resolution 2016-32 Authorizing and Application for \$5,110.84 grant for the Homeland Security Exercise & Evaluation Program (HSEEP). (Tabled 11/07/2016)

A RESOLUTION authorizing the Berlin Police Commission to apply for and accept \$5,110.84 (Five Thousand, One Hundred Ten Dollars and Eighty-Four Cents) in grant funds from the NH Department of Safety for the purpose of effectuating the Homeland Security Exercise & Evaluation Program (HSEEP).

**Resolved by the City Council of the City of Berlin as Follows:**

WHEREAS the safety of Berlin's citizens is imperative; and

WHEREAS terrorist activity remains a viable threat; and

WHEREAS the State of New Hampshire, Department of Homeland Security recognizes this threat and is taking measures in preparation of meeting such threats; and

WHEREAS the Department of Homeland Security has grant funding available to conduct training exercises designed to test planning, communications, and interoperability for events necessitating a multi-jurisdictional response; and

WHEREAS participation in said exercises will enhance response capabilities as well as highlight areas that need improvement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH, that the Berlin Police Commission is authorized to apply for and receive grant funds from the NH Department of Safety for the purpose of effectuating said Homeland Security Exercise & Evaluation Program. Further, upon receipt of the grant, the sum of \$5,110.84 (Five Thousand One Hundred Ten Dollars and Eighty-Four Cents) is hereby appropriated to the Berlin Police Department Fiscal Year 2017 Budget, in addition to all previously-appropriated funds.

This resolution shall be in full force and effect from and after passage.

Councilor Remillard moved with a second by Councilor Otis to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to pass the resolution. So moved the motion carried and Mayor Grenier declared the resolution now passed.

3. Resolution 2016-33 Authorizing an Application to SAG for \$3,337,895.37 for Wastewater Phase 2 Upgrade. (Tabled 11/07/2016)

A RESOLUTION authorizing an application to the NH Department of Environmental Services' State Aid Grant (SAG) in the approximate amount of \$3,337,895.37 for the Wastewater Treatment Facility Phase 2 Upgrade

**Resolved by the City Council of the City of Berlin as Follows:**

WHEREAS, the NH Department of Environmental Services, under RSA 486:1, III, administers the NH State Aid Grant for wastewater facilities, and

WHEREAS, the State Aid Grant provides for financial assistance in the form of a 20 percent grant paid on annual amortization charges for the planning, design and construction of certain sewage disposal facilities by municipalities paid on a reimbursement basis, and

WHEREAS, the total eligible approximate cost of Phase II of Berlin's Wastewater Treatment Facility Upgrade is \$16,689,476.84 making the City eligible for approximately \$3,337,895.37 of grant funding, and

WHEREAS, the upgrade was constructed in accordance with the plans and specifications approved by the NHDES.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Berlin, NH, that the City Manager is authorized to apply for and receive all grant funds from the NH Department of Environmental Services' State Aid Grant in the approximate amount of \$3,337,895.37 which is 20% of the Phase II Wastewater Treatment Facility eligible project cost.

Be it Further Resolved that the City Manager is authorized to do all things necessary to effectuate the grant and that, upon receipt of the grant, payment(s) shall be deposited in the Sewer Fund.

This resolution shall be in full force and effect from and after passage.

Councilor Theberge moved with a second by Councilor Morgan Allain to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Theberge moved with a second by Councilor Morgan Allain to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Theberge moved with a second by Councilor Morgan Allain to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Theberge moved with a second by Councilor Morgan Allain to pass the resolution. So moved, the motion carried.

4. Resolution 2016-34 Authorizing an Application to FAA & NHDOT for \$276,450 for Airport Capital Improvement Project. (Tabled 11/07/2016)

**A RESOLUTION** authorizing the Berlin Airport Authority to apply for and accept a grant for \$276,450.00 from the Federal Aviation Administration and the NH Department of Transportation to “Rehabilitate the Rotating Beacon and Wind Cone Assembly; and Improve Fuel System (Jet-A) Electrical Source” at the Berlin Regional Airport

**Resolved by the City Council of the City of Berlin as Follows:**

Whereas, funding to Rehabilitate the “Rotating Beacon and Wind Cone Assembly; and Improve Fuel System (Jet-A) Electrical Source” is available through the Federal Aviation Administration and NHDOT, and

Whereas, the original rotating beacon, tower and wind cone assembly were installed in 1960, and reconditioned in 1992; and

Whereas, upgrades to the Airport’s electrical service are necessary to power the new equipment and to improve the underground electrical service to the recently installed Jet-A Fuel System; and

Whereas, the total project cost is \$291,000.00; and

Whereas, the grant will pay for 95% of the project costs, with 90% (\$261,900.00) being paid by the FAA; 5% \$14,550.00) by the NHDOT and 5% (\$14,550.00) from the Airport’s Capital Improvement budget.

**NOW THEREFORE BE IT RESOLVED**

That the Berlin Airport Authority is authorized to apply for and receive \$276,450.00 of grant funds from the Federal Aviation Administration and the NH Department of Transportation to “Rehabilitate the Rotating Beacon and Wind Cone Assembly; and Improve Fuel System (Jet-A) Electrical Source” at the Berlin Regional Airport and upon receipt, these funds are hereby appropriated to the Airport Fund.

Be it further resolved that the Chair of the Berlin Airport Authority, Paul Grenier, is authorized to do all things necessary to effectuate the grant.

This Resolution shall be in full force and effect from and after passage.

Councilor Nelson moved with a second by Councilor Gentili to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Higbee stated that there is an amendment to the amount of money for the 5% match from both the NHDOT and the City that needs to be noted. Councilor Remillard moved with a second by Councilor Higbee to amend the resolution to reflect the monies as presented in the resolution in this week's packet as the official document. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to pass the resolution. So moved, the motion carried.

## **NEW BUSINESS**

5. Resolution 2016-35 Accepting a \$456,884.00 Grant from the NH Families and Systems Together (FAST) Forward for Children and Youth 2020 (1<sup>st</sup> read)

Councilor Theberge moved with a second by Councilor Gentili to table the resolution and schedule a public hearing on December 5, 2016. So moved, the motion carried.

6. City Manager's Report

1. On October 19, 2016 the City received an abutter notice from the AVRDD. They are in the process of applying for a permit modification for additional landfill capacity at Mt. Carberry. If approved, a vertical expansion within the existing landfill footprint would be created. The abutter notice is attached.
2. The total number of ballots cast in the November 8<sup>th</sup> election was 4065. This is a 74% turnout rate. We had 394 (8%) new voters register to vote. The AG's office inspected St. Anne's Hall and found everything in order. There were approximately 5 people from the Democratic Party that stayed at the polling locations inspecting the election proceedings. Wards 1 and 4 had some issues with the electronic ballot counting devices. Both locations were able to resolve them and get back up and running in a relatively short period of time.

As always, the City's election workers did a fantastic job at keeping things moving and organized. All locations had lines of people waiting for the polls to open. It was a busy day, but all in all went quite smoothly.

3. The City accepted sealed bids for the demolition and removal of debris at 630 Rockingham Street, 290 Grafton Street, 167 Willow Street, and 615 Fourth Avenue in two separate contracts. The low bid for demolishing the three buildings was Hammond Grinding of Canaan, NH at a cost of \$26,680.00. Cross Excavation of Bethel ME bid \$5,493.00 to demolish 615 Fourth Avenue. Work will begin on 167 Willow St. this week. The bid results are attached.
4. We received four bids for the purchase of a backhoe loader. The apparent low bidder is Northland JCB of Wilmington, MA. Bids are being reviewed to be sure that they meet the specifications. The bid results are attached.
5. In our efforts to identify and eliminate infiltration and inflow (I&I) from the Wastewater Collection System we will be undertaking a house-to-house inspection program to identify sources of I&I, which can come from foundation drains, roof drains, and/or sump pumps that may be connected to interior sanitary piping. Beginning on the week of October 3<sup>rd</sup> going on until the end of the year, an employee of the firm of Wright-Pierce Engineering and a City staff member will be inspecting homes on the East Side. The City would greatly appreciate the cooperation of citizens when the team arrives to perform their inspections. If you have any questions, please call (603) 752-4450.

6. On Thursday, November 17th the Waste Water Treatment Plant was without water due to a broken 6" water service line break. Berlin Water Works responded to repair the line as quickly as possible. Water was restored by 2:00 p.m. on Friday the 18th and the plant ran well all weekend. The facility has a backup plant water system that functioned as expected and allowed the Waste Water Treatment Plant to operate throughout the service line break period.
7. Tax bills were mailed last week and payments are due December 20<sup>th</sup>.
8. The Recreation Department received a generous donation of \$563.80 from the BHS Girls Soccer Team. A thank you letter from Terry Letarte to the editor of the Berlin Daily Sun is attached.
9. We welcome Missy Wedge to the Recreation Department. She will begin working as the Recreation Assistant and will be helping Terry with recreational programming.
10. A small group of City employees have been spreading Christmas spirit by working on a float for the Christmas Parade. Be sure to look for "Jingle Bells" at the parade to be held on Friday, November 25th at 7:00 p.m. in downtown Berlin. Thanks to those who helped put the float together and a special thanks to Lise Barrette from the Public Works and Parks Dept. for taking the lead in organizing the effort!!!
11. Patty Chase, recently completed an intensive leadership development program. The Primex<sup>3</sup> Emerging Leaders Program is a dynamic 7-month professional development opportunity to develop the competencies needed to grow in leadership effectiveness. A cohort of 16 individuals with high leadership potential from the Primex<sup>3</sup> membership, who were nominated and endorsed by their supervisors, were selected and participated in the program. Patty should be commended for her commitment to learning and leadership development. The City and the Citizens are the ultimate beneficiary.
12. The Public Works Activity Report for October is attached.
13. The Fire Department's Activity Report for September is attached.

Councilor Rozek moved with a second by Councilor Nelson to accept the City Manager's Report and place it on file. So moved, the motion carried.

Mr. Wheeler said that the Concord Monitor published an editorial regarding the subject matter that was discussed at the recent meeting Mayor Grenier attended regarding the reduction of State School funding, noting that the editorial essentially validated the City's concerns.

Mayor Grenier took a moment to commend Mr. Wheeler along with Terry Letarte, Rec Director, for hiring Ms. Wedge. She is very active in the community and will be an asset to the City.

7. Mayor's Report

a. Berlin Housing Authority Reappointment

November 8, 2016

The Honorable Mayor and Members  
Of the City Council  
Berlin City Hall  
168 Main Street  
Berlin, NH 03570

Dear Mayor and Berlin City Councilors:

This is to request the renewal of our Commissioner on the Berlin Housing Authority's board for a term to end in December 2021.

In requesting this reappointment, we offer for your consideration, Mr. John DeChamplain. Berlin Housing is fortunate that Mr. DeChamplain fulfilled an unexpired term in September and has agreed to stay on for a full 5 year term.

The Commissioners and I are looking forward to a lasting relationship with Mr. DeChamplain as his knowledge of the resources in the area can only compliment our objectives.

We request that you kindly begin the process of reappointment. Thank you for your attention to this matter.

Sincerely,

Mary-Jo Landry  
Executive Director

Councilor Rozek moved with a second by Councilor Higbee to accept John DeChamplain's nomination as Commissioner on the Berlin Housing Authority's board with a term ending December 31, 2021. So moved, the motion carried.

Mayor Grenier stated that approximately 45 communities were in attendance at the meeting in Franklin. HB2 was passed in 2015. At this time there is approximately \$10.5 million available as State aid for education. It is estimated that over the next 25 years the State will decrease this number by about 55%. It equates to a loss of school funding annually in the amount of \$219,000. The City cannot sustain this type of loss. Mayor Grenier stated that a lot of communities have votes in the house. Rather than resorting to litigation, it was agreed that the communities would reach out to legislation. He asked the Council assist and support addressing this matter.

Councilor Rozek moved with a second by Councilor Morgan Allain to accept the Mayor's report and place it on file. So moved, the motion carried.

8. PUBLIC COMMENTS - There were none.

9. Council Comments

Councilor Higbee stated that at the November 8<sup>th</sup> election, there were two lawyers from Massachusetts observing election procedures. They were very impressed with how the City's workers handled election procedures.

Councilor Rozek also noted that the new clerk did a good job as well.

10. Adjournment

There being no further business before the Mayor and Council, Councilor Rozek moved with a second by Councilor Theberge to adjourn the regular meeting. So moved, the motion carried and Mayor Grenier declared the regular meeting adjourned at approximately 8:35 P.M.

A True Record, Attest:

Elaine Riendeau  
City Clerk